

UCF PROGRAM GUIDELINES

for

DETERMINING VALUE OF DONATED SERVICES

The Idaho Department of Lands has developed the following rate guidelines to assist communities in determining values for donated services associated with UCF grant projects. These rates should be used to estimate values when preparing your grant application. .

(Note: When an individual is participating in the grant project as part of their existing job responsibilities, their actual hourly rate of pay may be used in determining value of their project activity.)

Rates are based on data from the Research & Analysis Bureau-Idaho Department of Employment, Bureau of Fire Management-Idaho Department of Lands, and correspondence with commercial rental businesses.

Labor Rates:

Managerial, Administrative and Clerical Support Services

Grant Project Manager/Coordinator	\$15.00/hr
Secretaries/Bookkeepers/Accounting & Auditing Clerks	\$10.00/hr
Tree Committee Meetings (project planning, etc.)	\$10.00/hr (per member)

Professional Services

Engineers & Lawyers	\$40.00/hr
Consultants (Computer Programming, Urban Forestry, Landscape Design, Urban Planning, Marketing/Sales)	\$25.00/hr
Public Relations Specialists, Writers, Editors, Photographers and A-V Specialists	\$20.00/hr

Forestry Related Project Services

All individuals involved in the field applications of the grant project. Includes but not limited to tree planters, tree maintenance (pruning, watering, mulching, etc.), inventory collection and data entry, etc.

Volunteers under age 16	\$ 5.15/hr
Volunteers age 16 and older	\$ 8.00/hr

Equipment Rates:

(Note: If your city has developed a rate schedule for its equipment, you may utilize that rate schedule. Be sure to submit a copy of the schedule with your grant application.)

Equipment Costs

Chainsaw (all sizes)	\$35.00/day
Trencher (for irrigation installation)	\$15.00/hr
Brush Chipper/Tree Spade/Stump Grinder	Contractor rate
Backhoe/Loader	\$25.00/hr
Gravel/Hoist & Water Truck	\$50.00/day
Pickup	\$30.00/day
Truck Drivers/Heavy Equipment Operators	\$15.00/hour

Office Equipment Costs

(Note: These rates assume grant recipient is sole user. If equipment is shared with other departments, adjust accordingly.)

Computer	\$100.00/month
Typewriter	\$ 80.00/month
Photocopier	\$150.00/month (Or .02/page)
Telephone	Actual Monthly Billing